PAGSA November #2 2023 Executive Council Meeting

Time: Wednesday November 29th, 12:30 to 14:00
Where: Elliott 038 (basement meeting room), or on Zoom:
https://uvic.zoom.us/j/4045074427

Order of the day:
1. Call to Order
2. Adoption of Minutes:
   a. Agenda November #1 2023
3. Chair's Remarks   Alexandre
   a. Changes to our finances — budget sent
   b. Google Drive ownership
   c. Future meetings poll
4. External Updates
   a. CUPE   Ted
   b. GSS   Jade, Jonathan
5. New Business   Alexandre
   a. Uploading the meeting minutes and the amended constitution to the website
6. Old Business   Alexandre
   a. Student Research Talks WG   Bryn, Jade, Olivia, Jono, Simon
   b. Mentorship for senior undergrads   Bryn
   c. Tech Cleanup Update   Alexandre
7. Internal Updates
   a. Tech   Aydan
      i. Updating the photos on the website + "how to"
   b. Academic   Scott
   c. Social   Simon
      i. End-of-semester event
   d. Student Affairs   Adrienne
      i. EDI survey
   e. Sports   Max

        i.   Audit of sports equipment

       ii.   "How to" intramural teams

  f. Reps   Annabelle, Bryn, Olivia

        i.   Mentorship for senior undergrads

Taker: Adrienne Scott

Executive Members:
- Alex Beaubien - Present - In Person
- Aydan McKay - Absent
- Max Kurzner - Absent
- Simon Smith - Present - In Person - Arrived at 1:15
- Scott Wilkinson - Present - In Person
- Adrienne Scott - Present - In Person
- Bryn Lonsbrough - Present - In Person
- Olivia Masella - Present - In Person
- Annabelle Czihaly - Present - Online
- Jade Fischer - Present - In Person
- Jonathan Qualter - Present - In Person
- Ted Grosson - Present - Online - Arrived at 1:15

12:36 - Call to Order - Mover: Alexandre Beaubien

12:36 - Adoption of Minutes - Mover: Alexandre Beaubien
Second: Olivia

12:36 - Chair's Remarks - Mover: Alexandre Beaubien
Changes to our finances — budget sent
- Confirmed changes to finances
- PAGSA dedicated account, no longer merged with department money
- Have ability to request statements to see budget and expenses
- Currently 600$ in the account
  - 500$ from last April
  - 100$ leftover from prior
- 450$ total for Academic
  - Next April Monica will deposit this money in our account

- Academic spending 12 events at 20$ each
- Mentorship cards 8-9 per year 10$ each

Google Drive Ownership
- Currently people own documents in the google drive which prevents people who own documents from being removed from the shared drive
- For anyone who owns documents in the google drive, please change ownership to PAGSA account

Future Meetings Poll
- Has been prepared, will be distributed after the meeting
- Will allow us to set a regular meeting time for next semester (Jan - April)
- 5 day poll will be available for exec to fill, don't worry about the specific dates listed (means Monday to Friday generally)
- Will likely be at the end of each month
- Deadline for filling out forms will be after TA assignments (mid-December)
    - Beginning of January
- Please only input firm regular commitments (regular group meeting, classes)

12:44 - GSS Updates - Jade Fischer
- Complaints about bus pass
    - Issues with app
- Working on housing for grad students
    - Grad dorms
- In the documentation for pay, awards should be added to stipend
    - Traditionally no one has been receiving scholarships on top of stipend
    - Tri-council and others have exceptions which mean they can't be held in addition to stipend

12:46 - GSS Updates - Jonathan Qualter
- Student affairs committee
- Working on policies for increasing lactation spaces around campus
- Increasing climate awareness and activism on campus

- What individuals can do
- Addressing food insecurity

12:47 New Business - Alexandre
- Need to upload the meeting minutes to the website as soon as they are adopted
- Updated constitution should be on the website
- Will be discussed with Aydan when he returns from travels

Scott
- Suggest we have regular website meetings

12:49 Old Business - Alexandre
Jade
- Student Research Working Group
- Suggest we focus on doing talks for graduate students
- Originally wanted students to have opportunity for students to share research
- There are a few issues with this:
    - If we do full presentations it will spreads over many weeks which could have low turnout
- Maybe instead we do one-off event, focus on science communication and highly accessible
- Colloquium can be difficult for non-experts to understand
- This event would be focused on allowing graduate students to properly understand what others are working on
- 5-7 minutes long for each talk
Olivia
- Need to have first meeting of working group soon
Jade
- Aim to start meeting early next semester
Scott
- Could have someone designated to do an intro for each field
- Frame the problems within the larger field
- Shared intro for each topic with speakers in this topic

Bryn
- Would help to not have too much repetitiveness in background

Olivia
- Grad Research Night channel on discord to communicate

Scott
- Invite PHASERS to come watch

Alex
- Grouping similar topics/experiments/observatories together

Olivia
- Group by lab, have pictures

Alex
- Working group should meet before next Exec meeting

12:55 Mentorship for senior undergraduates- Bryn
- Agreed to provide list of volunteers with topics they're willing to mentor about
- PHASERS will distribute the list of mentors and find interest students
- Create process for assigning/reassigning mentors
- Management of mentor/mentee pairs is up to individuals
- Timeline is undetermined

Annabelle
- Folder in the PAGSA drive for organizing PAGSA mentorship in 2023 which could be useful
- Email templates
- Last year started mentorship process in May, maybe it's a bit early to gather mentors?
- Late June or early July mentorship pairings were sent

Alex
- When do we want to start this? September?

Bryn
- Last year undergraduates may want advice with grad school applications
- Should we advertise on Discord?

Alex
- Best to use Discord and email to catch everyone

Bryn
- Going to ask if there is interest for next semester

Summary:
- If there is not interest in mentorship for next semester, we can just organize volunteers to be ready for September
- Let PHASERS decide when they want the mentorship program to start
- If they are interested for next semester, we should start getting names of volunteers ASAP

Motion: Bryn can send emails/ post on discord to recruit volunteers for mentorship program with PHASERS.
Mover Alexandre, 2nd Scott

1:05 Tech Cleanup Update - Alex
- Removed old execs from Discord, mailing list
- Execs not yet removed from website
- Not removed from Drive due to aforementioned problem with file ownership
- None of the content is confidential but we just don't want to have problems accessing documents

- There are accounts on the PAGSA discord that have not been active, properly registered, or belong to people who graduated
- There is a feature on Discord that allows you to remove inactive users
- Potentially we could clean it up by using this feature

Scott
- Having these individuals is a bit of a security issue
- Non-members could spread inappropriate content
- Weird vibe to have ghosts of PAGSA's past
- When there are more ghosts than actual PAGSA members it's a bit weird

Olivia
- People who have graduated but are still graduated would not be filtered out by the Discord
- And there are people who don't post but still check announcements which we should not remove (does this count as activity?)

Alexandre
- This Discord feature might not select the right users to remove
- Manually deleting people based on list of enrolled students
    - Very laborious but might be the only way

Motion to Figure out How to Clean Up the Discord Server
Mover Alexandre 2nd Scott

1:17 CUPE Update - Ted
- AGM was in the last month
- RA Unionization drive is open, ramping up in the next couple months
- It will be transitioning from a confidential to a public campaign
- More member engagement is always good for topics relating to EDI
- Lost quorum part way through the AGM so there will be a meeting in January to finish getting through bylaw amendments
- Working on getting out across campus next semester to garner support for RA unionization

1:22 Website - Alexandre in lieu of Aydan
Alexandre
- Has new photo for website which has not yet been updated
Simon
- Website meeting next week Simon will send out a when2meet
- Everyone is welcome but not required
Alexandre
- Write how to about updating photos on the website

1:24 Academic - Scott
- Software plumbing for this semester did not happen

- Plan to do one a month next semester
- Software plumbing is the main academic objective for next semester
- Sam signed up for one, Jamal signed up for one, Will Thomson could do Julia

Olivia
- Could we do one in git, valuable for new students

Scott
- Could be included in Sam's

Alexandre
- Could do Python if needed

1:26 Social - Simon
- PAGSA website crashed
    - It was actually the entire UVic server so got fixed externally

End of semester event
- Gift exchange has been set up, people have been emailed their person
- 22 people signed up
- Trivia game and gift exchange next Friday (Dec 8)
- Charlie interested in helping organize
- Proposed time 5-7 pm
- Gift exchange first, then people can stay for trivia
- People can go out after (not formally organized)
    - The mint could be good
- Put up more decorations in the lounge
- Jeopardy style
- Teams will be made
    - Could sign up in advance with a spreadsheet?
- Start time is 5 for gift exchange
    - Trivia starts at 5:30/5:45

- Decoration team: Olivia, Adrienne, Jade ?
- Could buy pizza
    - Olivia and Jade pick up between 4 and 5
- Social budget is 700$, we should use some!

Motion to Allocate 150$ for christmas party
Mover Alexandre 2nd Simon

1:40 Student Affairs - Adrienne
- Working on Student Wellness, EDI Survey
- Focus on issues that PAGSA can address within the department
- Keep questions somewhat open ended
- Separate categories for PAGSA vs department vs GSS
- Add link to email if people want to join EDI "committee"
- EDI Monthly Meetings as opposed to committee
    - Anyone interested can come

1:51 Department Reps - Olivia
Department Meeting
- Sent out email summarizing meeting
- The Health Faculty survey results are being reviewed
- Talk to supervisors if you want to advertise your research
    - Focusing on school's key research areas
- Department is developing optional 10h EDI course
Alexandre
- Department reps could have a channel where they collect anonymous feedback

Motion to Close Meeting
Mover Alex, 2nd Bryn